

Preliminary Version- Pending Commission Approval

Minutes of the Rhode Island Atomic Energy Commission Meeting, 12 October, 2007.

Dr. Mecca called the meeting of the Rhode Island Atomic Energy Commission to order. Present were Commissioners: Dr. Mecca, Dr. Kadak, Dr. Gromet Dr. Allen, Dr. Nassersharif and staff: Dr. Terry Tehan, Henry Bicehouse, and Mike Middleton. Although invited to attend but was not present was Dr. H. Knickle, Chairman of the Safety Committee.

1. Minutes of the 24 July, 2007 RIAEC Meeting.

Dr. Nassersharif made a motion to accept the amended minutes (copy attached). Dr. Kadak seconded the motion. The minutes of the meeting were reviewed. A Motion to accept minutes passed unanimously. See Enclosure 1.

2. Dr Mecca asked for a motion to move item 2 executive session to later in the meeting-Dr. Nassersharif Seconded the motion- The motion passed unanimously.

3. Operating Budget/ Capital Budget/grants. Dr. Tehan presented a discussion and written report on the budget and grant status----See enclosures 2. The Commission recommended that the Director confer with the state budget director to provide a realistic

assessment of the current situation in which the basic operating needs of the reactor will not be met under the current budget cap. This should be followed by a letter from the Commission advising the Governor of this problem so that there is a better appreciation of assuring that there are adequate funds to pay for basic services such as electricity, security, etc.

The capital projects were also reviewed with a recommendation that future reports also show slippages in schedule to be sure the Commission is aware of the status of all capital projects. The director indicated that there is no problem with the capital budget in terms of obtaining the needed resources for the projects listed.

4. NRC Inspection/ NRSC Meeting Minutes. Mike Middleton presented a report and discussion -- See enclose 3. Regarding the NRC inspection, the Director indicated that that was a problem at Rhode Island hospital in terms of awareness of the emergency procedures in the event of a contaminated person by the emergency planning staff. This was due to a recent turnover of key personnel at the hospital. Dr Kadak was concerned that the hospital might not be able to properly respond to a real emergency should a contaminated patient arrive. He was assured by the Director that the hospital staff does indeed know what to do but the emergency planning people, since they were new, did not yet get the proper training. The Director indicated that he will be working with the new hospital emergency response personnel to correct the problem.

5.Regarding the Emergency Call List, the Commission was not pleased with the current status and lack of appreciation of the Safety Committee of this concern. Thus, to clarify the situation, Dr. Kadak made a motion to specifically define what an emergency call list should be. The motion stated that an emergency call list should contain the names, telephone numbers of people who will be available to respond to an emergency at the reactor. It should be updated whenever a person is not available due to travel outside of the area. In that case, the person should leave a telephone number where he can be reached, if necessary (at the bottom of the active call list) All functional positions should be covered by the emergency call list by listing the person who will be acting in the specific functional area. This list should be sent to all personnel who need to be aware of this list by email and be posted at the RINSC. Dr. Nassershrif seconded the motion. The motion passed unanimously.

6. A discussion was held on the need for training and the development of lesson plan for radiological emergency training. The Commission requested that the RSO to submit the lesson plan for review by the director at least one week prior to the scheduled training.

7 .. Dr. Mecca requested a motion to table remaining items --- and go into executive session. Dr. Nassersharif moved the motion and Dr. Allen seconded the motion to go into executive session. The motion

passed unanimously. The Commission then returned to the formal agenda.

3 Dr. Kadak made a motion to take item 5 off the table. The motion was seconded by Dr. Allen. The motion passed unanimously. -Mike Middleton briefed the commission on the major projects list. Dr. Kadak requested that a similar summary sheet to the capital projects be prepared for existing and pending grant applications and current reactor research projects that are underway at the reactor (with the value of the contracts and duration). The research projects should include students from URI who have begun to work at the reactor on specific tasks. Kadak also suggested that the Commission also receive reports on reactor utilization.

Dr. Mecca questioned whether the staff had redistributed the brochure and letter to area universities and businesses identifying the availability of the reactor. The director replied that this has not yet been done. Dr. Mecca suggested that this should be done automatically each fall as university departments get new faculty and need to be reminded of the presence of RINSC. He asked that this be done as soon as possible. Dr. Kadak reminded staff of the need to replace the photo in the brochure per an earlier recommendation.

Dr. Gromet made a motion to take item 6 off the table seconded by Dr. Nazershrif. The motion passed unanimously-The new class room and counting lab were discussed.

Dr. Kadak asked the RSO if there were any safety concerns. Mr. Bicehouse mentioned several items that he referred to as “legacy” issues that he believed needed some attention. The legacy issues included the storage at the reactor of old fuel end pieces and reflector material that have been stored for over 15 years and the issue of a pool liner leak. He did indicate that there were no safety concerns regarding these issues but believed that the low level waste should be disposed of while there is an opportunity to do so. The Commission suggested that the cost for disposal obtained based on the current activity of the waste. Due to budget limitations, this disposal has been deferred in the past.

Regarding the pool liner leak, it was mentioned that currently, due to limited operation, there is no identifiable leak which is all collected and returned to the reactor pool. The Director indicated that during the relicensing application process with the NRC that this issue had been studied by an independent consulting firm with the conclusion that it does not pose a safety concern due to the small amount of actual leakage. Should the use of the reactor increase, the leak could resume. The Commission suggested that the rate of leakage be monitored to be sure that it is not increasing above previous rates.

7 Old Business

a. The next meeting of the RIAEC will be at 8 am Tuesday 29 January 2008 at the R. I. Nuclear Science Center.

8 New Business

11.Dr. Gromet made a motion to adjourn. Dr. Allen seconded the motion. The motion passed unanimously.

Enclosure 1- approved minutes

Preliminary Version- Pending Commission Approval

Minutes of the Rhode Island Atomic Energy Commission Meeting, 5 April 2007

Dr. Mecca called the meeting of the Rhode Island Atomic Energy Commission to order. Present were Commissioners: Dr. Mecca, Dr. Kadak, Dr. Allen, and Dr. Nassersharif and staff Dr. Terry Tehan, Hank Bicehouse, Jeff Davis, and Mike Middleton. Dr. Gromet arrived shortly after the meeting was called to order.

1. Minutes of the 30 January, 2007 RIAEC Meeting.

Dr. Nassersharif made a motion to accept the amended minutes (copy attached). Dr. Allen seconded the motion. The minutes of the meeting were reviewed. A Motion to accept minutes passed unanimously. See Enclosure 1

2. Reactor Operator Qualification Progress Report. Mike Middleton made a report on qualification status. Both exams are scheduled for April 2007. See Enclosure 2

3. Operating Budget/ Capital Budget/grants. Dr. Tehan presented a written report on the budget. A discussion was held on use of funds. Dr. Nassersharif moved to require a list of major staff projects with milestones and completion dates be developed and updated regularly. Dr. Gromet seconded. Motion passed unanimously. See

enclosure 3

4. NRC Inspection/ NRSC Meeting Minutes- inspection date is April 23, 2007 See Enclosure 2

5. Emergency Plan Update. A marked up copy is ready for the NRC inspection in April.

6.Facility Utilization initiatives. Dr. Mecca recommended that the staff research the possibilities of providing emergency radiological services. Jeff Davis discussed his marketing initiatives.

7. personnel.-executive session

8. Old Business

a. The next meeting of the RIAEC will be at 8:00, Tuesday 24 July, 2007 at the R.I. Nuclear Science Center.

Enclosure 2 Budget

To all- I have been trying to get an accurate picture of the FY2008 budget but the data is not in RIFANS yet and we are working on red balances. I talked to Tom Mullaney who is acting Assistant Budget Officer. He said that the information for building this years revised budget and the 2009 budget will be out in a few weeks. This is the

data that we need because retirement and medical costs are the big factors in budget increases and they change every year. Also, we will get budget targets and those numbers will determine the shortfall and required turnover numbers that we submit to the Governor. Needless to say, we need to increase our operating budget and we have made that case to the House Finance Committee. On the other hand, there is a big hole in this year's budget because of faulty assumptions so there will be pressure to cut as was the case last year. We can also assume that the Governor will go after the state work force again. Rather than provide poor budget data at the meeting, I will wait until I get the real data. The first two quarters of the year (July-Dec) have never had funding problems. It is the end of the third quarter where the money goes away. My recommendation is to send in a supplemental appropriation request with the budget submission when we know the real financial situation-Terry

Capital budget-to all-After 12 rifans approval steps, the capital budget project has gone to Purchasing for the bidding process. The budget is \$50,000 and it will include the high security gate and rear door.

Enclosure 3-Grant Status

To all- I just spoke to John Guteridge at DOE regarding our two grant submissions. He is reviewing the GNEP proposals and he stated that we will get one. Hopefully, it will be at the \$100,000.00 level. The large grant with MIT and others is out for review and we should get the results in August.He is uncertain regarding the return of our old grant

programs such as INIE and reactor sharing. Fortunately, we have \$77,132 in this FY from INIE carryover that we deposited this fiscal year. There is \$141,760 in FY07 INIE that has not been moved forward and \$106,040 in Reactor Sharing from FY07 that has not been moved forward. Accounts and Controls will not move the money into FY08 until they close out the FY07 books-Terry
RIAEC

12 Oct meeting enclosure 2

To All- The Quarterly report is attached. I will mail you a hard copy. Right now it looks like we will make it into early 2008 before we need a supplemental for the operating budget. All salaries are encumbered for the year and we are still authorized full FTE count so the shortfall shows up in operating. The grant status is good and I am working with Bill Golas to set up a new account for the GNEP grant we just got for \$1000, 000. Most of that money is going for equipment to get the neutron scattering program up to speed.

Date: October 9, 2007

From: Terry Tehan, Ph.D.

RI Atomic Energy Commission, Director

To: Rosemary Booth Gallogly

Executive Director/State Budget Officer

Subject: First Quarter & FY2008 Projection

I have reviewed the projected annual expenditures to-date against appropriations. My analysis indicates that the expenditure patterns of the RIAEC General account will not meet the budgeted plan for FY 2008. As of October 9, 2007, there was \$46,694 remaining in the operating budget to last until June 30, 2008. The RIAEC 2008 Budget Request previously submitted addresses the structural under-funding of the operating budget which is the primary reason for this shortfall. An explanation of the analysis is contained below.

0282010000, RIAEC General (2910101)

Funding for all personnel and operating costs associated with the day-to-day operation of the RI Nuclear Science Center including a

research reactor and laboratories.

Current* FY 2007

Governor's Rev Expended Free Balance Projection +/-

Personnel*	\$753,049	\$753,049	\$0.00	\$753,049	\$0
Operations	\$79,625	\$26,886	\$46,694	\$169,625	\$(90,000)
	\$832,674	\$779,935	\$46,694	\$922,674	\$(90,000)

***all salaries have been encumbered until the end of the fiscal year.**

A. Significant efforts to reduce budget shortfalls have been instituted. Travel, new computers and other expenses have been shifted to federal accounts and all non-essential purchases and all overtime have been eliminated. Unfortunately, Health Department license costs have increased significantly more than budgeted and some service contracts have increased in cost. Due to the absence of any anticipated personnel turnover, the general fund will run out of money early in 2008. A supplemental budget request will be submitted to cover the cut in Personnel funding and decreases in the operating budget which have created the funding shortfall.

0282050100, Reactor Sharing (2915101)

Department of Energy grant award (DE-FG07-02ID14388) that supports the Reactor Sharing Program

Current FY 2007

Appropriated Expended Projection

Operations \$120,000 \$1,720 \$120,000

a. No shortfalls are expected.

0282050200, Reactor Instrumentation Program (2915102)

Department of Energy grant award for the purchase of reactor related instrumentation .

Current FY 2007

Appropriated Expended Projection

Operations \$150,000 \$24,622 \$150,000

a. No shortfalls are expected.

0282050300, Gadolinium Research (2915103)

Department of Energy grant award (Innovations in Nuclear Infrastructure and Education) for payments to support reactor usage and the purchase of equipment related to research.

Current FY 2007

Appropriated Expended Projection

Operations \$150,000 \$62,317 \$150,000

a. No shortfalls are expected.

0282095511, URI Sponsored Research (2905101)

Funds from the University of Rhode Island to pay for the University of Rhode Island's share of those personnel costs (1.8 FTE) associated with the Radiation Safety Program at the University of Rhode Island.

Encumbered/ FY 2007

Appropriated Expended Free Balance Projection +/-

Personnel \$184,656 \$184.656 \$0 \$184,656 0

a. No shortfalls are expected.

FTE Positions

a. FY 2008 Enacted Status

2820-10000 6.8 6.8 RINSC

2820-95511 1.8 1.8 URI

Total: 8.6 8.6 Total

12 Oct 2007 meeting enclosure 3

NUCLEAR AND RADIATION SAFETY FULL-COMMITTEE MINUTES

Meeting September 24, 2007

Meeting opened at 1:13 PM. Present: H. Knickle, B. Moulton, J. Breen, M. Middleton, H. Bicehouse, J. Davis, and T. Tehan.

1. Approval of Meeting Minutes: Review of meeting minutes. Motion to approve the June 19, 2007 meeting minutes made by B. Moulton, seconded by J. Breen. The motion passed unanimously.

H. Knickle welcomed everyone to the NRSC meeting and explained the NRSC's purpose was to set policy, but the director is responsible for enforcement.

2. J. Davis discussed the changes to the 'SNM Accounting Procedure', App. Z. Rev. 5, NSC-2, 'Stack Calibration', Operating Procedure 12, 'Authorization of Experiments', NSC-41, Rev. 1 'Unescorted Access' and 'Key Control', NSC-86, Rev. 16. J. Breen requested in the future a simple description of each change should be included in the agenda. Motion to accept App. Z Rev. 5, NSC-2, Op #12, NSC-86, Rev. 16 and NSC-41 Rev.1 was made by B. Moulton, seconded by J. Breen. The motion passed unanimously.

3. Review 10 CFR 50.59 Changes: M. Middleton discussed the 10 CFR 50.59 justification letter for the installation of a Power Conditioning UPS System for Reactor Control. He explained the UPS System was part of the Rod Control Upgrade, but was done as a separate issue per request from the RIAEC. M. Middleton addressed all comments and concerns. Motion to accept the document as written was made by B. Moulton, seconded by J. Breen. The motion passed unanimously.

M. Middleton stated that the upgrade/remodeling of the counting lab and new classroom would not require a Non -10CFR50.59 justification to be written.

4. Review of experiments. M. Middleton discussed the authorized experimenters and their latest work. M. Middleton discussed the RINSC Facility Use Request Form NSC-73 for Dr. Nunes, URI. The NRSC committee agreed with M. Middleton to approve Dr. Nunes as an Authorized User #1125. The NRSC requests the authorization procedure identify PI, routine surveillance requirements. It was agreed new surveys should be done anytime the goniometer is rotated to a new angle.

5. Review of NRC Inspection Findings: M. Middleton explained no new NRC Inspections have taken place since last meeting, but the Next inspection was on 9/25/07. M. Middleton stated the Revising of the Authorization Procedure is being worked on in response to the last inspection results.

6. Review Qualifications & Retention of Staff: The RINSC staffs' NRC license renewal dates were reviewed. M. Middleton stated that M. Damato is scheduled to retake her written exam on 12/10/07. M. Middleton explained he talked with the NRC examiner and M. Middleton will review the exam in advance and that J. Davis will provide the training.

7. Review NRSC Charter Changes: M. Middleton stated that there has been no change to the charter since last meeting.

8. Review Radiation Safety Records: The Committee reviewed all Radiation Safety Records required for the 3rd quarter of 2007 from the approved Radiation Safety Records Review Matrix. The following items were reviewed: ARM Calibration, Stack Monitor Calibration, Main Floor Air Monitor Calibration and Sample Tracking. Comments from Review, H. Knickle identified an approval block was not checked on sample 124-081 irradiation approval form. It was determined all approvals were signed and the block was than checked by J. Davis.

9. Review Operations Records: The Committee reviewed all Operations Records required for the 3rd quarter of 2007 from the approved Operations Records Review Matrix. The following items were reviewed; Pre-Startup Check Sheet, Shift Record Data Sheet, RINSC Reactor Operations Data, Shutdown Check Sheet, Reactor Logbook, Unescorted Access List, Maintenance Board, Evacuation System Check, Confinement System Check, Confinement System Air Flow, Iodine Filter Efficiency, Emergency Generator Test, Operator Requal, Annual Report to NRC, RAM Shipping Training, Beryllium Reflector N Fluence, Element Inspections, Shim Safety Blade Inspection, Shim Safety Blade Drop Times, Control Blade Reactivity Worths, Reactivity Insertion Rates, Core Excess and Shutdown Reactivity. Comments from review, J. Breen asked about repair of stack crack identified in Confinement System Check. B. Macgregor stated repairs have been completed. J. Breen suggested that we include paper work showing the repair in the record. J. Breen asked

about notes at the bottom of the Emergency Generator Test Form and that the form should be modified to allow a block for these comments. H. Knickle identified a maintenance board item was not completed. J. Davis investigated and the surveillance was complete and had been signed off on an earlier sheet.

10. Old Business: Emergency Training, H. Knickle stated H. Bicehouse is responsible for Radiological Emergency Training for the staff to the point that they are comfortable with responding to an Radiological Emergency and that the presently published training material is not adequate. H. Bicehouse stated that the present material is only preliminary information and he was waiting for responses from everyone before scheduling the final training session. H. Knickle stated H. Bicehouse needs to plan and schedule training and the director has to approve the training plan in advance.

Emergency Call List, H. Knickle stated that the staff needs to make sure staff members can be contacted when gone and that it must be adequate to be reachable in an emergency. H. Knickle stated that H. Bicehouse is to supply information each time he is out of contact. H. Bicehouse showed a copy of an email for his most recent vacation that was sent to the director and assistant director on September 3rd from the Hampton Inn Business Center. Neither T. Tehan or M. Middleton had a record of receiving the email. T. Tehan stated H. Bicehouse was reminded after his previous travel as well. Motion to require Director and Assistant Directors to share contact numbers in

advance of planned leave was made by B. Moulton, seconded by J. Breen. The motion passed unanimously.

PA system, J. Davis presented the need for a PA system to keep the Bay Campus informed in case of an emergency. T. Tehan stated our responsibility is only to call 911 and any other contact was not our responsibility. H. Knickle to investigate.

10. New Business: Air Monitor Backup, M. Middleton stated that if either air monitor is not working properly, we cannot startup the reactor. A recent event required sending out the electronics and detector for the Floor Monitor. To prevent this problem, RINSC will be ordering backup electronics and detectors. M. Middleton also stated RINSC wants to create a temporary method using batch air sampling as a backup. The situation was discussed and it was recommended that RINSC collect data to compare the two methods and present the data at the next NRSC meeting.

NRSC Meeting, H. Knickle explained the issue the NRC has with our committee meetings. The NRC has problems with the once a year Full Committee and Sub Committee for other meetings and the voting requirements. It was suggested by NRC that during Sub committee only one person could be making all the decisions. H. Knickle stated the RIAEC chairman suggests that we move to Full Committee

meetings four times a year, with a quorum being 3 committee members. Motion to have quarterly Full Committee meetings and as needed for special considerations, and the Full Committee can designate to the Sub Committee charges as they deem fit, was made by B. Moulton, seconded by J. Breen. The motion passed unanimously.

Authorization Procedure, J. Davis explained the reason for reviewing and revising the existing procedure and methods for authorization. He explained the outline he has created in considering the concerns of both operations and health physics. It was agreed that a draft procedure would be sent to each committee member for review with the agenda before the next NRSC meeting.

12. Adjournment: 3:25 PM, J. Breen Moved that the meeting be adjourned, seconded by B. Moulton. The motion passed unanimously.

12 October 2007 enclosure 4

MAJOR RINSC STAFF PROJECTS 4/16/07

Projects & Milestones 2nd Qtr 07 3rd Qtr 07 4th Qtr 07 1st Qtr 08 2nd Qtr 08 3rd Qtr 08 4th Qtr 08

Rx Automation

--Rod Drive Upgrade Conditioning PS approved by NRSC

-- Process Control

--Nuclear Instrumentation

--Annunciator Replacement

--Rabbit Upgrade

--Goniometer Automation

Gonimeter Upgrade

--Calibration of Internals Internal Aligned

--Electronic & Detectors Fission Detector Out for Repair

--External Operational First Test Scan Completed

--Remote Learning Site License Agreement Completed

NERI-Readiness Grant

Purchase 8 Pack Detectors

Build Detector Housing

Motion Control

Electronics & Detectors

NAA Software Package

--Install VB Library Software Complete

--UNH Software Model Excel Model Verified

-- Generic NAA Software Model Working with NIST and Canberra

--Remote Learning site License Agreement Completed

--Sample Changer Upgrade Capstone Presentation

Back Gate Project

--Barrier Gate Gate on Order

--Back Door

--Parking Lot